



## Changes to annual reporting requirements

### Further changes to requirements

Annual reporting requirements have changed as a result of a recent government 'red tape' review. The changes to statutory requirements are included in the Annual Report Regulations 2010 that recently replaced the 2005 Regulations.

As the changes are effective prior to agencies issuing their annual reports for the year ended 30 June 2010, agencies must adopt any change that results in an additional requirement in their 2010 annual reports.

Where reporting requirements have been reduced, agencies may choose to delay implementing the changes until next year.

### Additional requirements:

The following additional requirements must be adopted for 2010 reporting years.

- Clause 3 of the *Annual Reports (Statutory Bodies) Regulation 2010* now includes universities in the definitions of 'executive officer', 'level' and 'remuneration package'. This requires universities to report on the performance and numbers of senior executive staff in accordance with clause 11 of the Regulation.
- Clause 13 Public availability of annual reports: in addition to ensuring a copy of the annual report is made publicly available on the agency's website, it must also be made available to Parliament in an electronic form approved by the Secretary of the Treasury.

For information about the required electronic format, see NSW TC 10/09 and Frequently Asked Questions

[http://www.treasury.nsw.gov.au/Annual\\_Reporting/Annual\\_Report\\_Frequently\\_Asked\\_Questions#frequently\\_asked\\_questions](http://www.treasury.nsw.gov.au/Annual_Reporting/Annual_Report_Frequently_Asked_Questions#frequently_asked_questions).

### Reductions in requirements:

#### Regulation

- Clause 5(a): Departments are no longer required to provide a list of major assets\*
- Clause 5(b): Departments are no longer required to provide Code of Conduct information\*
- Clause 15: Reporting by small agencies -- in addition to the option of reporting triennially on waste, equal employment opportunity and multicultural policies and services program (previously EAPS), small agencies may report triennially on occupational health and safety and disability plans.

#### Schedule 1 to the Regulation

- Management and structure: no longer required to include the names of significant committees of the department / body, the names of the members of those committees, a list of significant committees established or abolished during the reporting year or a list of the functions of all such committees
- Land disposal: no longer required to include the total number and the total value of properties disposed of during the reporting year
- Promotion: no longer required to include information on publications and other information available to the public
- Consultants: the threshold for use of consultants has been increased from \$30,000 to \$50,000
- Guarantee of service material no longer required

The compliance checklist on Treasury's website under Information for Agencies / Annual Reporting has been updated to reflect the recent changes. See [http://www.treasury.nsw.gov.au/Annual\\_Reporting/Annual\\_Reporting](http://www.treasury.nsw.gov.au/Annual_Reporting/Annual_Reporting).

### Further information:

Phone: 02 9228 4095

Fax: 02 9228 3031

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\* Requirement had already been deleted for statutory bodies